

CONVERTING, FINISHING, HANDLING & STORAGE OF PAPER

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CONVERTING

FUNCTIONS

To transform large rolls into smaller reels with desired size for either end-customer or for further processing like sheeting & Rewinding through Slitting, Trimming & Rewinding

CONVERTING

- Unwinding
 - Large rolls of paper are unwound and prepared for further processing.
- Trimming
 - The two edges of the roll are trimmed off (3 to 5 mm) and trimmings are conveyed back to pulper.
- Slitting & Rewinding
 - Rewinding and slitting involve cutting large paper rolls into smaller rolls or reels of desired width.

FINISHING

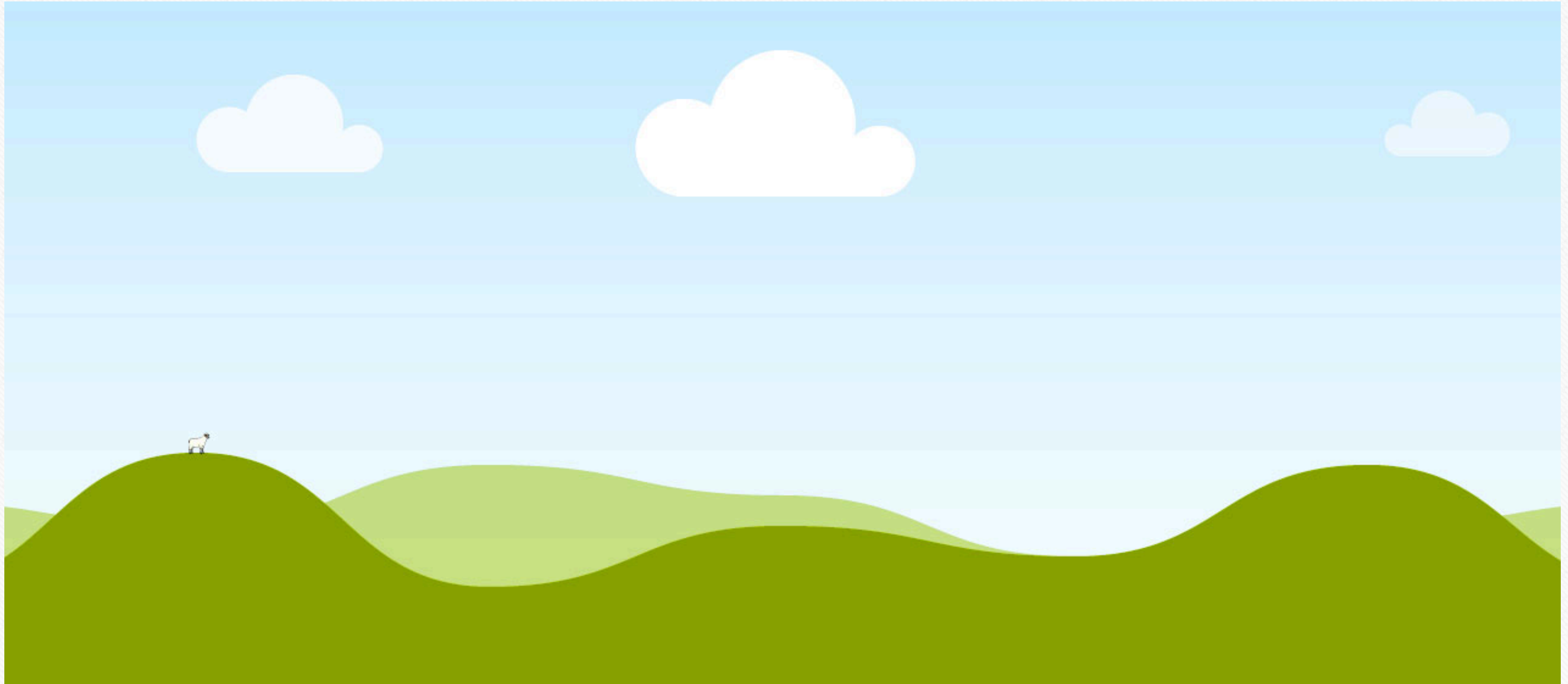
FUNCTIONS

To transform smaller width reels into packed products with specific shapes, sizes and functionalities for end-customer applications through Sheeting, Counting, Packing & Labelling

METHODS OF SHEET CUTTING

- **Rotary Sheet Cutting (Online Cutting):**
 - Paper is unwound from a roll and cut into sheets using rotary knives.
 - Performed inline with a production machine (e.g., a printing press).
 - Ensures high-speed and continuous sheet production.
 - Produces A4, A3, or custom-sized sheets for commercial use.
 - Used for fine-art papers, newsprint, poster papers, and boards.
- **Guillotine Cutting:**
 - Uses a sharp guillotine blade to cut stacked sheets to required dimensions.
 - Suitable for small batch production and fine-trimmed sheets.

SHEET CUTTING MACHINE



PROCESS OF REAM PACKING

- Counting : A ream consists of 500 sheets which can be counted either by manual or automatic tape inserting system during sheeting itself
- Stacking : Sheets are aligned into reams which prevents curling or warping before packaging.
- Ream Packing_: Wrapping the reams with kraft wrapper which can protect the products from external factors like dust, water and damage
- Labelling : Labels are applied for product identification, traceability & information's about type, Basis Weight, manufacturer and batch.

PROCESS OF BUNDLE PACKING

- Bundling
 - A Bundle consists of Multiple reams (e.g., 5 or 10 reams per bundle) grouped together for further process
- Shrink Packing
 - Sealing and shrink-wrapping ensures protection from dust, moisture, and handling damage.
- Stacking & Palletizing
 - Bundles are placed & aligned evenly onto wooden or plastic pallets wrapped with stretch film for stability.
 - Pallets are labelled with shipping details, barcodes, and tracking information etc.

PACKING REELS

- Shrink Packing
 - Sealing and shrink-wrapping ensures protection from dust, moisture, and handling damage.
- Reel Packing
 - Wrapping the reels with kraft wrapper which can protect the products from external factors like dust, water and damage
- Labelling
 - Labels are applied for product identification, traceability & information's about type, Basis Weight, manufacturer and batch.

PACKING OF REAMS & REELS



HANDLING & STORAGE

FUNCTIONS

To ensure free from any damage, to maintain quality & integrity of paper not only inside the mill but also throughout its journey from mill to end user or customer.

BEST PRACTICES FOR HANDLING

- Minimize Handling: Reduce the number of times paper is moved to lower the risk of damage. Avoid dropping, bending, or stacking paper unevenly to prevent creases and edge damage.
- Use Proper Packaging: Paper is shipped in packaging designed to preserve its quality; keep it in this packaging until needed to protect from environmental changes and physical harm.
- Clean Handling Areas: Ensure that storage and handling areas are free of dust, debris, and contaminants that could transfer to the paper surface.
- Flat Storage: Store paper on a flat surface to prevent warping and curling. Avoid textured or uneven surfaces that could imprint patterns onto the sheets.

IDEAL ENVIRONMENTAL CONDITIONS FOR STORAGE

- **Temperature:**
 - Store paper at a temperature 22-28°C to maintain stability.
 - Avoid exposure to sunlight and temperature extremes, which can cause uneven expansion or contraction.
- **Ventilation and Airflow:**
 - Ensure proper air circulation to prevent mold and mildew.
 - Avoid storing paper in damp or poorly ventilated rooms.

SAFETY CONSIDERATIONS FOR PAPER STORAGE

- **Fire Prevention Measures:**
 - Install fire suppression systems like sprinklers / fire extinguishers
 - Store away from electrical panels, heat sources and sparks.
 - Ensure fire exits and pathways are clear in storage areas.
- **Storage Layout for Safety:**
 - Keep wide aisles for easy movement and emergency access.
 - Avoid blocking ventilation systems with stacks.
 - Label and mark storage areas with clear signs for quick identification.

REAM BUNDLE STORAGE



REEL STORAGE



DESPATCHING



**THANKS FOR
YOUR
ATTENTION**

**ANY QUESTIONS
???**

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